

The Town of Garner Announces New Sign Enforcement Program

The Town of Garner is initiating a new sign enforcement program to reduce the number of prohibited signage located throughout the town. The new sign enforcement program is designed to be comprehensive (including weekly and weekend sweeps) and will involve the Planning, Public Works and Inspections Departments.

Currently the Town's Public Works Department conducts daily sign sweeps to collect prohibited signage and those signs installed without a temporary sign permit. Latest data showed over 500 (collected over a 6 month period) "small business type" signs were disposed.

The Town's Planning Department currently enforces sign regulations primarily on major and minor thoroughfares on a complaint basis and conducts periodic sign sweeps during the week (usually on a quarterly basis). Typically a violation notice is mailed to the offending party with mixed results in terms of compliance.

The Town feels the current enforcement program is not effective which has resulted in the increase of "small advertising type" signs on major and minor thoroughfares particularly on weekends. Copies of the Town's Sign Ordinance and Guidelines on how to comply will be freely and readily distributed by Town staff from Planning, Inspections and Public Works Departments.

To better inform you of the new enforcement procedures the links below provide information on sign regulations, procedures, and ways to comply with the new sign enforcement program. You can also contact the Sign Enforcement Program Coordinator, Jason Brown in the Town of Garner Planning Department, at 919-773-4449 or visit the town's website at www.garnernc.gov

- [Temporary Sign Regulations](#)
- [New Enforcement Procedures](#)
 - [How to Comply](#)
- [Temporary Sign Permit Application](#)

Temporary Sign Regulations

Prohibited Signs

If you do not install any of the sign types below, unless specifically permitted, a violation will not occur:

- Signs within sight distance of motorists.
- Signs which move, rotate, flutters or moves in any way, whether by natural, electrical or mechanical means, including banners, flags, propellers and similar devices.
- Signs that are illuminated by flashing or intermittent lights, lights of changing degrees of intensity, or rotating lights, except signs indicating time and/or temperature.
- Balloons, blimps or similar types of lighter-than-air objects.
- Portable signs, including any sign displayed on or painted on vehicles or trailers used primarily for the purpose of attracting attention.
- Any commercial sign not located on the premises for which it advertises, except as specifically permitted.
- Any temporary sign or banner, except as specifically permitted.
- Any sign or portion thereof placed into or overhanging any right-of-way, except as specifically permitted.
- No sign is allowed to extend above or be placed upon any roof surface.

Sign Allowed Without a Permit

If you follow these guidelines for these sign types below a permit is not required and a violation will not occur:

- Directional Real Estate signs no more than 4 square feet in size and posted only from Friday at 6:00pm until Sunday at 8:00pm. Such signs shall be located no less than four feet from the back of curb, and shall not interfere with clear sight triangles at driveways or intersections.
- Un-illuminated temporary signs which advertise the sale, rental or lease of the premises upon which the sign is located, limited to 5 square feet in total area for residential uses and 32 square feet in total area for commercial and industrial properties. Can not be placed within the right-of-way and can not interfere with sight triangles. One sign per street frontage and six feet in height.
- Sign advertising a special event such as a fair, carnival, BBQ, garage/yard sale or other similar happening provided the following conditions are met:
 - Signs are not erected more than two weeks prior to the event and must be removed 3 days after the event.
 - Signs shall be placed no closer than ten feet back from the curb line or edge of pavement.
 - Signs can not be placed on utility poles or in street medians
 - Signs shall not exceed 3 feet in height and 9 square feet in total area.

Political Signs - please contact the Planning Department at 919-773-4449 for deposit amount and guidelines for placement. Visit our website www.garnernc.gov for additional information.

Enforcement Procedures

The following procedures are being put in place to reduce the number of sign violations throughout the town:

- Weekly sign sweeps involving the Planning, Public Works and Inspections Departments.
- Weekend sign sweeps involving Planning and Public Works Departments.
- Temporary signs that require a permit will be given a “sticker”, once the sign permit has been approved, to be placed on the temporary sign. This sticker will help aid personnel in the field to determine if a sign has been permitted. If a sign is installed without a “sticker” the sign will be pulled.
- If a sign is installed without a permit or is a prohibited sign and personnel in the field determines the sign can not be easily pulled, the planning department will notify the offender of their sign violation. Offenders will have a time period to remove the sign. If the sign is not removed within the time period they are subject to a violation fine.
- If a sign is installed without a permit or is a prohibited sign and personnel in the field pull the sign, the signs will be taken back to the Public Works facility for pick up. Signs will not be returned until the offender pays a \$5.00 violation fee per sign and signs a statement acknowledging the posting of that sign was a violation of the Town’s sign ordinance.
- Repeated violations by the same individuals will be turned over to the Town Attorney for additional remedies.
- For more information contact the Sign Enforcement Program Coordinator, Jason Brown, at 919-773-4449 or visit the town’s website at www.garnernc.gov .



How to Comply with Town of Garner Sign Ordinance

- In regards to Temporary Signage a temporary sign permit is required to display signage advertising a special event for your business/event.
- Some signage does not require a permit. See attached temporary sign regulations for sign types not requiring a permit.
- A Temporary Sign Permit allows for the signage to be posted for 30 days up to 3 times a year. The signage can not exceed 32 square feet is sign area. Examples of signs requiring a permit are as follows: Grand Opening, Sale, Construction ID, Now Open, Food Specials, Karaoke Night, etc.
- Simply apply for a permit, place the sign on the property in which it is advertising and remove the sign at its 30 day expiration date and the sign will not be in violation.
- If unsure if the sign requires a permit please call the Town of Garner Planning Department before the sign is fabricated and/or installed.
- For more information contact the Sign Enforcement Program Coordinator, Jason Brown, at 919-773-4449 or visit the town's website at www.garnernc.gov .



Application Fee: \$ 25.00

Note: Application must be complete and Application fee must be paid at time of submittal

TEMPORARY SIGN PERMIT APPLICATION

Signs or banners advertising special events must be on private property and shall not be permitted within public rights-of-way. Permits for such banners or signs shall be limited to 30 days and no more than three times each year. Any such banner or sign shall be removed within ten days after the event was advertised.

Note: Per Section 3.8 of the Town of Garner Unified Development Ordinance (UDO), merely applying for a sign permit does not constitute approval to manufacture, erect or construct a sign. An approved sign permit must be issued prior to a sign being constructed in the Town of Garner.

OFFICE USE ONLY: Filing fee must be submitted with completed application.

Permit Number: _____ Date: _____ Receipt: _____

1. Business Name: _____ Contact: _____
Address: _____ City, State, Zip: _____
Phone: _____ Fax: _____ Email: _____

2. Applicant Name: _____ Contact: _____
Address: _____ City, State, Zip: _____
Phone: _____ Fax: _____ Email: _____

3. Property Owner: _____
Address: _____ City, State, Zip: _____
Phone: _____ Fax: _____ Email: _____

Type of Event	<input type="checkbox"/> Construction ID	<input type="checkbox"/> Grand Opening	<input type="checkbox"/> Agricultural Market
	<input type="checkbox"/> Special Event	<input type="checkbox"/> Directional	

This application must be accompanied by the following:

1. a drawing of the face of the sign, providing all dimensions, material and sign copy.
2. a sketch showing proposed location with dimensions.

Area of Proposed Sign: Maximum of 32 square feet	Overall Height: Maximum height to top of sign is six feet (6')
Date to be installed:	Date to be removed:

SIGNATURES (REQUIRED)

Applicant – Printed _____ Applicant – Signature _____ Date _____

Property Owner – Printed _____ Property Owner – Signature _____ Date _____
(if other than applicant)

OFFICE USE ONLY

Comments: _____

Planning Department Approval: _____ Date: _____
Comments: _____

Number of events this calendar year: _____ Removal Date of Last Even: _____